



# Defense Reutilization & Marketing Service

" Right Item, Right Time, Right Place, Right Price, Every Time.  
Best Value Solutions for America's Warfighters "



## Contingency Operations South West Asia DRMO Speicher

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[Web Site  
Established  
July 1994](#)



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### Turn-In Excess Government Property

[Email Property Management Branch](#)

DSN 312-661-7688

Documentation Assistance	
Semi Automated	
<a href="#">1348-1a W/cert.</a>	<a href="#">1348-1a</a>
<a href="#">Blank DD Form 1348-1a</a>	

[Email DRMO Environmentalist](#)

DSN 312-661-7688

[Always use Accurate Federal](#)

[Condition Codes](#)

[Supply Classes](#)

### Reutilization, Transfers, & Donations of Excess Government Property

[Email Reutilization Specialist](#)

DSN 312-661-7688

[Search for Property](#)

[DoD Customers Want List](#)

[South West Asia Property Search](#)

[Foreign Military Sales](#)

[Walk in RTD Procedures for Iraq](#)

### Purchase Surplus Government Property

POC Information

DSN 318-341-3041

[How to search for property](#)

[SCRAP PROPERTY](#)

[USABLE PROPERTY](#)

[Up coming sales SW Asia](#)

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## \*Important DRMO Information\*

DRMOs in Afghanistan and Iraq, usable items are screened by the SSA on base before we can accept them.

## SOP Turn In Unservicable Property

DRMO Hours of Operations				
Monday	through	Saturday		
8:00	8:00	8:00	8:00	8:00
17:00	17:00	17:00	17:00	17:00
Closed during lunch hours 11:30 to 13:00				

Date of Last Update:

1-Aug-06

### Speicher Representative:

DRMS Speicher

Chief is SKC William Schulze

DSN: 312-661-7688

Ops Officer is Capt Raul Trevino

[DRMSpeicher@dla.mil](mailto:DRMSpeicher@dla.mil)

**Whether you have or are about to deploy or even thinking about volunteering for an assignment? Take a look at the DRMS Deployment Handbook and get answers to deployment questions**

[Deployment Handbook](#)

## **DRMS CONTINGENCY LIBRARY**

**The following links provide very important information that others before you have located or developed to assist in the proper handling of property**

Open each document to be familiar with the information contained

[Receiving off site Shipments Small Arms](#)

[Hazardous Waste Turn-in Guidance](#)

[Scrap Demil Disposal](#)

[Compressed Gas Cylinder SOP](#)

[4160-21-M Property Requiring Special Processing](#)

[Gas Cylinder Memorandum/Policy](#)

[4160-21-M Abandonment or Destruction](#)

["YOU SPILL You DIG" Quick Reference Guide  
containers Appendix B](#)

[Army Reg 700-144](#)

[Chem Suit Turn -In Brochure](#)

[FSCAP Turn-In Brochure](#)

[Rolling Stock Turn-In Brochure](#)

**Base Closure Tool Kit "Coming soon"**

# **DRMS CONTINGENCY MISSION**

Defense Reutilization and Marketing Service, is the DoD Activity responsible for the Disposal of hazardous waste, excess personal property, scrap and DEMIL property generated by DoD activities. Disposal of any of this property by a means other than DRMS requires approval of the Combatant Commander and concurrence from DLA.

The purpose of this handbook is to provide the deployed War-fighter with a simplified reference for turning in hazardous, DEMIL, scrap and excess property. It will provide answers to basic questions and should be used in conjunction with the Defense Materiel Disposition Manual, (DoD 4160.21-M), the Environmental Final Governing Standards (FGS), Operations Plans and service specific directives and instructions. A list of all references, publications, and manuals can be found in the back of this handbook.

This handbook contains the basic information needed for a contingency operation. Additional details and information can be obtained from the DRMS website ([www.drms.dla.mil](http://www.drms.dla.mil)) or by contacting one of the DRMS offices listed at the end of this handbook.

# **HAZARDOUS WASTE DISPOSAL**

Hazardous Waste (HW) is any hazardous property that is being discarded or is no longer suitable for its intended purpose. The hazard classification can be based on either chemical or physical characteristics, and is a substance that is capable of posing a risk to the health and safety of humans or the environment if improperly handled, stored, issued, transported, labeled, or disposed of.

## **Types of HW DRMS Can Accept For Disposal**

1. Acids/Bases/Ammonia Compounds
2. Aerosol Cans
3. Alcohols and Solvents
4. Antifreeze
5. Asbestos
6. Batteries (i.e. lithium, alkaline, nickel-cadmium, lead acid, etc)
7. Chemical Defense Equipment
8. Chlorine Wastes (i.e. STB, lime, bleach, etc)
9. Compressed Gas Cylinders
10. Detergents and Cleaning Compounds
11. Empty Containers (previous contents hazardous property)
12. Fire Extinguishers
13. Flameless Ration Heaters
14. Fluorescent Tubes
15. Heavy metal containing wastes
16. Mercury and mercury containing items
17. Paint waste (including brushes, rags, cans)
18. Pesticides, Herbicides, Fungicides
19. POL Waste (oil, grease, fuels, filters, liquids and solids contaminated with POLs, etc.)
20. Printing and Photographic wastes
22. Other waste streams not specifically banned for DRMS disposal.

## **Property that DRMS Cannot Accept for Disposal**

1. Classified Materials.
2. Incendiary, poisonous and irritant products
3. Medical and infectious waste
4. Municipal-type garbage, trash, and refuse resulting from residential, institutional, commercial, agricultural and community activities.
5. Radiological/Radioactive materials
6. Sludge and residues from wastewater treatment facilities. I thought we did do this with our contractor
7. Toxicological, biological, radiological, and chemical warfare materials.
8. PCBs

# **TURN-IN INSTRUCTIONS FOR HAZARDOUS WASTE**

All HW must be packaged in United Nations (UN) approved containers that are non-leaking, safe to handle, and free of residue. All openings must be tightly secured. Containers must not be severely rusted or dented (the integrity of the container must not be compromised). Containers for holding HW are available through the supply system, private companies or the DRMS-I HW contract. Waste generators should consult the Task Force Environmental Offices to determine the correct container type for each waste stream.

All containers of hazardous waste must be marked to identify contents and associated hazards (i.e. flammable, corrosive, etc).

**NOTE: Management of HW accumulation points and storage areas are the responsibility of the waste generator (unit, activity or Task Force) or the LOGCAP contractor.**

## **Other HW Services Provided By DRMS**

1. Purchase of containers for hazardous waste storage.
2. Sampling and analysis of hazardous waste.
3. Purchase of labels for containers.

**Remember:** All HW removals must be coordinated with the DRMS representative in your AOR.

# Instructions for Preparing 1348-1A

All property must be accompanied by a properly prepared DD Form 1348-1A, Disposal Turn-in Document (DTID), according to DoD 4000.25-1-M, MILSTRIP.

The following information must be provided on a DD Form 1348-1A for each specific type of waste requiring disposal (detailed clarifications included):

1. **Unit Requesting Services** – Complete unit identification (e.g. Naval Support Activity Bahrain – US Navy)
2. **Complete Defense Turn In Document (DTID) Number** The number is comprised of the generator's six character DoDAAC (Department of Defense Activity Account/Address Code), the four digit Julian Date and a generator provided unique 4-digit serial number. (E.g. For NSA Bahrain – N63005 2203 NA01).
3. **Service MILSBILLS and Fund Code** – The MILSBILLS DoDAAC is a 6-digit Military Billing code used to fund disposal of hazardous waste. The Fund Code is a two-character code that is service and activity/installation specific; both must be included on all waste disposal transactions. (E.g. – 30 = USAF, PP = USN, 21 = USA).
4. **Item Description** – This description is needed to best describe the type of material to be disposed. When there is doubt, use the description from the CLIN list on the waste disposal contract. (E.g. – Ethylene Glycol (Anti-Freeze).
5. **Contract Line Item Number (CLIN)** –This number identifies the type of waste, the unit of measure and the cost per unit for disposal. It is available in Section B of the DRMS Hazardous waste Contract. If you need a copy of the HW disposal contract, please contact the DRMS representative in theatre
6. **Total Quantity in kilograms.** All waste must be ordered for disposal in kilograms (kg). This includes the weight of the packaging (drums etc.) but not pallets.
7. **Size and Number of Containers** – e.g. 200 liter Drums, 10 each. 18 liter Cans, 15 each. Compressed Gas Cylinders – 5 each.
8. **Activity POC, Address and Phone Number** – Identify on the DD Form 1348-1a the primary POC responsible for the waste and for the waste removals. Include an accurate address and working phone number. (E.g. – SSGT John Smith, Masirah AB Oman, Ph.# (318) 466-1234)
9. **Physical location of the Waste** - If different from the activity address, provide a Bldg. number or site location. (E.g. – Bldg. 1004, Deployed Forces Compound)
10. **DoD MILSTRIP information for HW as follows:** DEMIL Code A, Disposal Authority Code N, Condition Code H. These codes are constant and do not change for hazardous waste transactions.

## DD FORM 1348-1A, JUL 91 (EG) ISSUE RELEASE/RECEIPT DOCUMENT

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 00		1. TOTAL PRICE		2. SHIP FROM		3. SHIP TO	
4. MARK FOR HW		UNIT PRICE		DOLLARS		CTS	
DOLLARS CTS		DOLLARS		CTS			
5. DOC DATE		6. NMFC		7. FRT RATE		8. TYPE CARGO	
10. QTY. REC'D		11. UP		12. UNIT WEIGHT		13. UNIT CUBE	
16. FREIGHT CLASSIFICATION NOMENCLATURE		17. ITEM NOMENCLATURE		18. TY CONT		19. NO CONT	
20. TOTAL WEIGHT		21. TOTAL CUBE		22. RECEIVED BY		23. DATE RECEIVED	
24. DOCUMENT NUMBER & SUFFIX (30-44)		25. NATIONAL STOCK NO. & ADD (8-22)		26. RIC (4-6) UI (23-24) QTY (25-29) CON CODE (71) DIST (55-56) UP (74-80)		27. ADDITIONAL DATA	
Contract# SP4420-00-D-0034		NSN:		HWP #		CLIN DESCRIPTION:	
DTID:		Customer ID		Billing DODAAC		(52-53) FUND CODE	
		BOSS		DRMSI. Poc: Rhonda Cunningham		Phone: 971-2-4453-104	
				E-Mail: rcunningham@abudhabint-ex.drms.dla.mil		FAX: 971-2-445-3121	
				Funding Official Name		Funding Official Signature	
				Org. Name: (UNIT)		Org. Poc:	
				Org. Phone Number			
				I CERTIFY THAT THIS PROPERTY IS PROPERLY CLASSIFIED, DESCRIBED, PACKAGED, MARKED, AND LABELED IAW THE FGS.			

PerFORM (DLA)

PREVIOUS EDITION MAY BE USED

Example of 1348

# INTERFUND BILLING INFORMATION

DRMSI uses the Interfund billing system to charge generators for the disposal of Hazardous Materials.

Contact DRMS-RF Mr. Bruce Rohrer at DSN: 932-5638 or Commercial (269) 961-5638 if you have questions about your Billing DODAAC or your fund code, or you can send an e-mail directly to the following address 'hwfunds@mail.drms.dla.mil' with specific questions about funding.

To update or change a DODAAC, the generator must contact their Designated Service Agency Point of Contact (POC) the following are the POCs for each service activity.

## Designated Service Agency Points of Contact for DODAAC Information

### Air Force:

Judith Oldham, Robert Kozmar  
DSN: 787-7223  
Commercial: 937-257-7223  
[hqafmc.lot@wpafb.af.mil](mailto:hqafmc.lot@wpafb.af.mil)

Mary Daum,  
DSN: 897-2496, e-mail address:  
[mary.daum@logsa.army.mil](mailto:mary.daum@logsa.army.mil)

### Army:

Cynthia Cheney  
Commercial: (317) 510-3288  
[cynthia.cheney@dfas.mil](mailto:cynthia.cheney@dfas.mil)

Mark Hopple  
DSN: 897-2498, e-mail address:  
[mark.hopple@logsa.army.mil](mailto:mark.hopple@logsa.army.mil)

### Navy:

Patty Glowenski  
DSN: 580-5994,  
[Patty.glowenski@dfas.mil](mailto:Patty.glowenski@dfas.mil)

Dorothy Smartt  
DSN: 580-5908  
[dorothy.smartt@dfas.mil](mailto:dorothy.smartt@dfas.mil)

Rickey Oden  
DSN: 897-2499, e-mail address:  
[rickey.oden@logsa.army.mil](mailto:rickey.oden@logsa.army.mil)

Richard Edsall  
DSN: 580-5908  
[richard.edsall@dfas.mil](mailto:richard.edsall@dfas.mil)

Gloria Puchalski  
DSN: 897-2491, e-mail address:  
[gloria.puchalski@logsa.army.mil](mailto:gloria.puchalski@logsa.army.mil)

### Marine Corps:

Mike Sunderland  
DSN: 465-5496/2861  
[mike.sunderland@dfas.mil](mailto:mike.sunderland@dfas.mil)



# Turn in of Excess Property

The following guidance is applicable to Non-Hazardous Excess Property (Commonly referred to as Foreign Excess Personal Property or FEPP) originating from US forces in the AOR. Disposal of any of this property by any other means other than DRMS requires approval of the Combatant Commander and concurrence from DLA.

**FEPP is defined as:** any U.S. owned excess personal property (Furniture, equipment, parts, vehicles, etc.) located outside the United States, American Samoa, Guam, Puerto Rico, Trust Territory of the Pacific Islands, and the Virgin Islands.

The procedures for the disposition of FEPP, scrap and DEMIL required property could be found in the listed references. Simplified implementing instructions are provided to assist commanding officers, supply accountable officers, and generating activities in the day-to-day conduct of business with the Defense Reutilization and Marketing Service-International (DRMS-I).

## **Simplified procedures:**

1. No property will be turned in to the DRMO System directly from the unit/organization level. All excess property will be turned in to the Supply Support Activity (SSA) to be screened for possible reutilization within the task force or shipment to the appropriate depot as determined by the Army disposition code and/or the appropriate item manager.
2. All property that cannot be reutilized within the task force will be segregated into the following categories for shipment to the designated DRMO:
  - a) Usable property
  - b) Scrap material segregated into the following:
    - i. Metallic - Ferrous
    - ii. Metallic – Non Ferrous
    - iii. Non-Metallic
  - c) Ammunition, Explosives and Dangerous Articles (AEDA) “Must be Certified as Inert”

### 3. Definitions:

- a) **Scrap:** Materiel that has no value except for its basic material content.
- b) **Usable property:** Commercial and military type property other than scrap and waste.
- c) **DEMIL Property:** Property that inherently possesses military offensive or defensive advantages. The act of demilitarization includes mutilation, dumping at sea, scrapping, melting, burning, or alteration designed to prevent the further use of this equipment and material for its originally intended military or lethal purpose and applies equally to material in unserviceable or serviceable condition that has been screened and declared foreign excess.
- d) **AEDA:** Any substance that by its composition and chemical characteristics, alone or when combined with another substance, is or becomes an explosive or propellant or is hazardous or dangerous to personnel, animal or plant-life, structures, equipment or the environment as a result of blast, fire, fragment, radiological or toxic effects. It includes but is not limited to ammunition and explosives as defined in DoD 5154.4S. AEDA includes empty shells (brass & steel), ammo boxes, range residue, etc.

**NOTE: Inert Certification by a qualified EOD representative is required for all AEDA property.**

- e) **Ferrous Metals-** contains iron or steel and displays magnetic properties.
- f.) **Non Ferrous Metals-** are materials such as aluminum, bronze or copper, and are non magnetic.

#### **NOTE:**

It is the responsibility of the generating activity to arrange for the necessary transportation assets to deliver the property to the appropriate DRMO. Units are also reminded that the LOGCAP contract has provisions to provide transportation for FEPP and DEMIL property to the designated DRMO(s).

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# **Instructions for Completing a DD1348-1A for Non-Hazardous Property**

1. The DRMO requires a minimum of four copies for processing. Instruction for filling out the 1348-1A can be found in the DoD 4160.21-M, Attachment 1. Units and activities can also obtain assistance by contracting the DRMSI representative in their AOR.
2. The following is required Data on all 1348-1A forms:
  - a. NSN or FSC and nomenclature
  - b. Official DTID number
  - c. Category of Property (e.g. MAP)
  - d. Disposal Authority Code
  - e. Supply Condition Code
  - f. DEMIL Code
  - g. Dollar Value
  - h. Quantity
  - i. Reimbursement Data (if applicable)
  - j. POC

cc 64 Disposal  
Authority Code M,  
N or R

cc 65 Demil  
Code

cc 72 Supply  
Condition Code

cc 80 Unit Price

cc Unit of  
Issue

DTID

Stock  
Number

Approving  
Official

DD FORM 1348-1A, JUL 91 (EO) ISSUE/RELEASE/RECEIPT DOCUMENT

1. QUANTITY

2. UOM

3. COUNTRY

4. PART NAME

5. PART NUMBER

6. PART DATE

7. PART RATE

8. TYPE CARGO

9. PR

10. QTY. REC'D

11. UOM

12. UNIT WEIGHT

13. UNIT DIME

14. UFC

15. ST

16. FREIGHT CLASSIFICATION NOMENCLATURE

17. TOSM NOMENCLATURE

18. TV CODE

19. NO CODE

20. TOTAL WEIGHT

21. TOTAL DIME

22. RECEIVED BY

23. DATE RECEIVED

24. DOCUMENT NUMBER  
& SUFFIX (30-44)

25. NATIONAL  
STOCK NO. &  
(50 18-22)

26. REC 14-6  
UI (25-26)  
STY (25-29)  
CWA CODE (71)  
SST (25-56)  
UP (74-80)

27. ADDITIONAL DATA

Block 1  
Total Price

Block 2  
Shipped From

Block 3  
Shipped To

Block 17  
Nomenclature

Example of 1348

# REFERENCES

- a) Defense Materiel Disposition Manual DoD 4160.21-M  
<http://www.dla.mil/dlaps/dod/416021m/guide.asp>
- b) Military Standard Requisitioning and Issue Procedures (MILSTRIP) Manual, DoD 4000.25-1-M.  
<http://www.dla.mil/j-6/dlms/eLibrary/Manuals/MILSTRIP/default.asp>
- c) Defense Demilitarization Manual  
DoD 4160.21-M-1  
<http://www.dla.mil/dlaps/dod/416021m1/guide.asp>
- d) DOD Overseas Environmental Baseline Guidance (OEBGD), March 2000  
<http://www.afcee.brooks.af.mil/eq/ecamp/oegbd/index.asp>
- e) International Maritime Dangerous Good Code (IMDG) <http://www.imo.org/home.asp>
- f) DODAAC web site: <https://day2k1.daas.dla.mil/dodaac/dodaac.asp>

# POINTS OF CONTACT

## **DRMS International Forward Support Team Europe**

Chief DRMS-I FST-Europe  
DSN 314-338-7249  
Com 49-(0) 611-2380-7249  
Email: [drmsieurdeployed.dla.mil](mailto:drmsieurdeployed.dla.mil)

## **DRMS International Forward Support Team Pacific**

Chief, DRMS-I FST-Pacific  
DSN 315-477-5152 ext 267  
Com 001-808-477-5152 ext 267  
Email: [drmsipacdeployed.dla.mil](mailto:drmsipacdeployed.dla.mil)

## **DRMS International, Abu Dhabi, UAE**

971-2-445-3104  
Mobile: 971-50-615-4361  
Email: [abudhabiusers@abudhabint-ex.drms.dla.mil](mailto:abudhabiusers@abudhabint-ex.drms.dla.mil)

# LOCAL DRMS REPRESENTATIVES

*(Place Local POC Label)*

## **HELPFUL HINTS**

***BEFORE YOU DEPLOY:*** Plan to pack drip pans, rags, plastic, dry sweep, absorbent and other spill equipment to prevent drips, spills and leaks from seeping into the ground and contaminating soil and water resources.

***ENVIRONMENTAL INFORMATION:*** Obtain a copy of the US Army Europe/ US Army Corps of Engineers “You SPILL, You DIG!” an environmental handbook for deployment. This is available at [www.denix.osd.mil/denix/Public/News/Army/Dig/cove.html](http://www.denix.osd.mil/denix/Public/News/Army/Dig/cove.html).

This handbook provides valuable information, such as spill prevention; stock numbers for spill equipment and supplies, set up, and maintain HW Collection Points and HM storage areas.

## NOTES:

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